



MINUTES

Board of Directors Meeting

7:00 PM - Wednesday, May 27, 2020
Virtual Meeting

The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, May 27, 2020, at 7:00 PM.

1. CALL TO ORDER

The BOD went into Executive Session to discuss personnel and financial matters prior to the start of the regular meeting.

****Into Executive Session – 5:30 p.m. ****
****Out of Executive Session – 6:45 p.m. ****
****Regular Session – 7:00 p.m. ****

President Thomas Clark called the regular meeting to order at 7:00 p.m.

2. ROLL CALL

BOARD PRESENT: President Thomas Clark, Vice President Walter Partridge, Secretary Melissa Jacobsen, Keri-Ann Baker, Todd Boling, David Groesbeck, Edson Knapp, Bernadette Wilson, Julie Woodworth, Beth Wythe, and CEO Ryan Smith

BOARD EXCUSED: Matthew Hambrick

STAFF PRESENT: Maura Jones, Executive Assistant

ALSO PRESENT:

A quorum was present.

3. REFLECT ON LIVING OUR VALUES

4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

4.1. Rules for Participating in a Public Meeting

5. APPROVAL OF THE AGENDA

5.1. Approval of the Agenda

Member Julie Woodworth made a motion to approve the agenda. Beth Wythe seconded the motion. Motion Carried.

6. APPROVAL OF THE CONSENT CALENDAR

The consent calendar was read into the record by secretary Melissa Jacobsen.

- 6.1. Consideration to Approve the South Peninsula Hospital (SPH) Board of Directors meeting minutes for April 22, 2020.**
- 6.2. Consideration to Approve South Peninsula Hospital and Long Term Care Facility Tuberculosis Exposure Control Plan, updated January 2020**
- 6.3. Consideration to Accept the Financial Statements for April, 2020.**
- 6.4. Review of SPH Balanced Scorecard, Qtr 1 2020**
- 6.5. Review of Community Health Needs Assessment and Plan (draft)**

Beth Wythe made a motion to approve the items on the consent calendar. David Groesbeck seconded the motion. Motion Carried.

7. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

8. PRESENTATIONS

- 8.1. A Proclamation of the South Peninsula Hospital Board of Directors Recognizing Suzi Pullen for 26 Years of Service to South Peninsula Hospital.**

A proclamation was included in the packet, recognizing Suzi Pullen for her 26 years of service at South Peninsula Hospital. A copy of the proclamation will be sent to Ms. Pullen.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- 10.1. Consideration to Approve SPH Resolution 2020-11, A Resolution of the South Peninsula Hospital Board of Directors Authorizing the Borough, on Behalf of the Southern Kenai Peninsula Hospital Service Area, to Execute a Property Lease for 4251 Bartlett Street**

Mr. Smith reported. This resolution would allow us to request the Kenai Peninsula Borough pursue extending the lease for the building located just below the hospital that has been housing the Behavioral Health Clinic. This is a 10 year lease for \$2 per square foot, like the other buildings leased by the hospital. You will see the prepared resolution and information from the Borough included in the packet.

Mr. Groesbeck noted this was reviewed and approved at Finance Committee the previous week.

David Groesbeck made a motion to approve SPH Resolution 2020-11, A Resolution of the South Peninsula Hospital Board of Directors Authorizing the Borough, on behalf

of the Southern Kenai Peninsula Hospital Service Area, to Execute a Property Lease for 4251 Bartlett Street. Vice President Walter Partridge seconded the motion. Carried 10-0.

10.2. Consideration to Approve SPH Resolution 2020-12, A Resolution of the South Peninsula Hospital Board of Directors Approving the Fiscal Year 2021 Operating Budget

Angela Hinnegan, CFO reported. The finance team has been working on the operating budget amidst the COVID-related tasks. Volumes have been budgeted as flat as possible, taking a conservative approach. Payer mix was adjusted to reflect an increase in self pay and Medicaid, according to state predictions. A 6% charge master increase was budgeted, and we notified our payers via letter today. The operating budget summary was provided in the packet, and was also discussed at length in the Finance Committee. She noted that it may seem as if we've budgeted for increased surgical volumes, but that is only because the current fiscal year was an outlier, due to being down a surgeon, but we consider it a flat increase.

Mr. Partridge added that the Finance Committee reviewed and approved the operating budget at their meeting the previous week. Mr. Groesbeck commended Ms. Hinnegan and her team for putting this together during the midst of the pandemic.

Secretary Melissa Jacobsen made a motion to approve SPH Resolution 2020-12, A Resolution of the South Peninsula Hospital Board of Directors Approving the Fiscal Year 2021 Operating Budget. Beth Wythe seconded the motion. Carried 10-0.

10.3. Consideration to Approve SPH Resolution 2020-10, A Resolution of the South Peninsula Hospital Board of Directors Approving the Revenue Sharing Contribution for the Non-Union Defined Contribution Plan

Ms. Hinnegan reported. She noted that the extra contribution for union members has been written into the Collective Bargaining Agreement, so it is not discretionary, however the non-union contribution is discretionary, but is an incentive in recruitment. Included in the packet is a report on revenue sharing contribution amounts so you can see how the dollar amounts have changed from year to year. As more funds go towards the union plan, less go towards the non-union plan.

Mr. Partridge reported that the Pension Committee reviewed this resolution and felt it was very appropriate, and recommended its approval.

David Groesbeck made a motion to approve SPH Resolution 2020-10, A Resolution of the South Peninsula Hospital Board of Directors Approving the Revenue Sharing Contribution for the Non-Union Defined Contribution Plan. Vice President Walter Partridge seconded the motion. Carried 10-0.

11. REPORTS

11.1. BOD Committee: Finance

Mr. Partridge reported, as he chaired the Finance Committee in Mr. Hambrick's absence. The committee met and reviewed the resolutions presented in tonight's meeting. The financial results were reviewed. Several reports were presented on funding sources related to the pandemic, as well as expenses and lost revenue. Mr. Partridge felt those two reports were very illuminating and the finance team is doing a great job.

11.2. BOD Committee: Pension

Mr. Partridge reported. The Pension Committee reviewed the funding report for North West Plan Services and we are adequately funded. The extra funds we have been putting in for the last year or so has resulted in the PBCG insurance fees dropping from \$250,000 to \$50,000. Ms. Hinnegan had put together a composite report and we lost 14% in that quarter, however the end of March was the nadir of all the declining indexes in the market and those have rebounded, so we are anxious to see the next quarter results. Mr. Partridge added that Administration will revisit the RFP for a custodian record keeper to act as one point of contact for all the plans going forward.

11.3. Chief of Staff

Dr. Landess was not available for open session, though he gave report in closed session.

11.4. Service Area Board Representative

Doris Cabana, Service Area Board representative gave a verbal report on the previous Service Area Board meeting.

12. ORGANIZATIONAL REPORTS

Written reports from senior leadership not provided this month due to ongoing COVID-19 preparations.

12.1. Chief Executive Officer

Ryan Smith gave a verbal report. He welcomed Dr. Matthew Swain and Stephanie Swain to the SPH team. Dr. Swain is a new physician at Homer Medical Center and Stephanie Swain is the new Acute Care Services Director. He also welcomed Rachael Kincaid, a new nurse practitioner who will be assisting Dr. Johnson in Long Term Care. He noted two new physicians, Dr. John Everett and Dr. Louis Bartoletti, are lined up to start providing services in the Emergency Department later this year. In addition, there will be a couple of locums radiologists in the month of June, Dr. James Odone and Dr. Douglas White, so he welcomed them as well.

12.2. Chief Financial Officer

Angela Hinnegan, CFO reported. April was a relatively rough month in terms of gross charges. They were down 40% below what we'd expected for the month. SPH did receive some HHS stimulus money to defray some of the losses, and there should be more in the month of May. She reported that statistically we are

close to being on par to meet our budget for the month of May, which is encouraging. The finance team is closely tracking all funding sources for COVID-19, as well as COVID related expenses and lost revenues. The HHS stimulus monies are being applied to lost revenues. We are communicating with the borough and the city on any direct COVID expenditures that we don't have a funding source for at this time.

Mr. Clark thanked Ms. Hinnegan for the incredible amount of work she and her team have been doing during this pandemic.

13. DISCUSSION

14. COMMENTS

(Announcements/Congratulations)

14.1. Chief Executive Officer

Mr. Smith thanked all of the members of the Incident Command team. Everyone has worked well together and we appreciate the tremendous amount of work that everyone is doing.

14.2. Board Members

Mr. Groesbeck had nothing to add.

Dr. Boling noted that he is thankful the hospital has a good leadership team in place to deal with this emergency.

Dr. Knapp had nothing to add.

Ms. Wythe congratulated the Incident Command team on their continued hard work and wishes them well.

Mr. Partridge had nothing to add.

Ms. Wilson thanked the entire Incident Command team for a great job. She welcomed Dr. and Stephanie Swain to South Peninsula Hospital.

Ms. Jacobsen had nothing to add.

Ms. Baker had nothing to add.

Ms. Woodworth thanked Mr. Smith, Ms. Hinnegan, Dr. Tuomi and the entire team.

Mr. Clark stated he hopes some time soon some of the board members will be able to meet in person again.

15. **INFORMATIONAL ITEMS**

16. **ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION**

16.1. **Credentialing**

After review of the applicants files in Executive Session, Ms. Jacobsen moved to approve the following positions in the medical staff as requested and

recommended by the Medical Executive Committee:

Appointment

Louis Bartoletti, MD; Family Medicine/Emergency Medicine; Courtesy Staff
Pratik Bhattacharya, MD; Neurology/Telestroke; Telemedicine
Laura Salyers, MD; Psychiatry/Telepsych; Telemedicine

Julie Woodworth seconded the motion. Motion carried.

17. **EXECUTIVE SESSION (IF NECESSARY)**

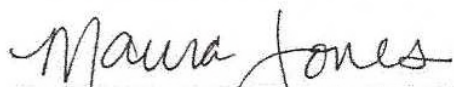
No Executive Session was needed.

18. **ADJOURNMENT**

18.1. **The meeting was adjourned at 7:40pm.**

David Groesbeck made a motion to adjourn. Member Julie Woodworth seconded the motion. Motion Carried.

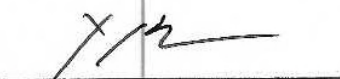
Respectfully Submitted,



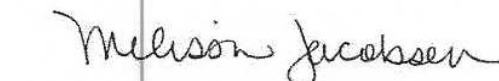
Maura Jones, Executive Assistant

Minutes Approved: June 24, 2020

Accepted:



Thomas Clark, President



Melissa Jacobsen, Secretary